

**Job Title:** Investigative Services Senior Program Manager

**Grade No:** 29

**Job ID:** 004483

**Division/Section:** Office of Inspector General/Program Direction

**Job Duties:**

Directs the investigative activities within the Office of Inspector General's (OIG.).Ensures that all investigations comply with applicable laws, regulations, guidelines, policies, and standards. Within broad policy guidance, develops strategic and tactical plans for this service area. Leads change, directs people, accomplishes and communicates investigative results, builds coalitions, and maintains a thorough knowledge of OIG operations. Advises OIG senior management, Board, and System officials regarding investigative activities and results. Directs and oversees the investigative work of multiple project teams and ensures the timeliness of all investigative activities in the OIG. Recruits and trains investigative staff. Provides input to the OIG's semiannual reports to Congress. Liaisons with law enforcement.

**Special Training:**

Advanced training related to supervising, directing, planning and leading investigative activities in an OIG environment. Demonstrated familiarity with PCIE/ECIE general and qualitative standards for OIG investigations. Thoroughly knowledgeable about investigating financial and computer related crimes. Skilled in supervising investigative staff authorized to execute full law enforcement authority. Knowledgeable of firearms, qualification standards and must be able to be appointed as a Deputy U.S. Marshal. Preference given to candidates who have completed basic, advance, and management training at the Federal Law Enforcement Training Center or equivalent courses of study. Preference also given to candidates with certifications as a CFE, CPA, and Seized Computer Evidence Recovery Specialist (SCERS).

**Remarks:**

Strong interpersonal traits and skill in influencing others and negotiating "win-win" situations. Ability to foster commitment and encourage team building, customer service, accountability, credibility, strategic thinking, creativity and innovation. Excellent oral and written communication skills. Civil Service Retirement System (CSRS) and Federal Employees Retirement System (FERS) law enforcement-covered position with age and physical requirements. Must have or be able to obtain a top-secret security clearance. Must pass annual physical and sustain the physical health standards of federal criminal investigators. Must have and maintain a valid driver's license. When required, must meet proficiency standards in use of firearms and intermediate weapons.

**Education:** Bachelor's or Equivalent Exp.

**Previous Experience:** Related: 00.0 year(s)

Specific: 10.0 year(s)

Interested candidates should apply directly on our website at [www.federalreserve.gov/careers](http://www.federalreserve.gov/careers). Scroll down to “All” and click on “To Apply”. Look for requisition 004483 and follow the on-line directions.